

## Battle Ground Town Council

### Meeting Minutes, February 8, 2021

Attending: Council President James Miller, Councilors Matt Coppock, Steve Hahn, Greg Jones, Mary Jo Totten. Also attending: Attorney Patrick Jones, Town Marshal Jerry Burk, Clerk Treasurer Georgia Jones.

Guests: Joe Kline, Philip Baer, Angela Bisher, Bill Jones, Dave Buck, Colin Dale, Colin Sullivan

James Miller called to order at 6:00 p.m. and additions to agenda include Conflict of Interest Disclosure, and tree removal on Prophet Street. The topic of snow removal was moved to the top of the agenda.

#### **Town Attorney**

Snow Emergency Ordinance – During the weekend of February 1, the area received 7-9 inches of wet snow followed by extremely low temperatures. Vehicles including trailers parked on streets made snow plowing difficult and next to impossible in some areas to remove all snow before it froze into mounds of ice. The town marshal suggested that a snow ordinance would help expedite plowing, by providing a means to enforce the removal of cars.

Patrick Jones contrasted two ways to set up a snow emergency, used to keep streets clear of vehicles for snowplows to clear major travel routes. One option is to mark the routes with signs and set out the expectation that any time the forecast for snow accumulation exceeds a pre-determined amount, the ordinance requires all vehicles to be off the street until plows get roads cleared. A second option is to make an administrative decision whether a snow event requires activating the ordinance provisions. Then appropriate announcements to the public are needed, using media and direct methods such as text alerts. In either case, vehicles not moved are ticketed and/or towed.

Angela Bisher attended the meeting to share her experience recently, that as a nurse and with a first responder in the home she found it difficult to get out of her neighborhood to get to work during and after the snowfall. Response time for the town to plow the subdivision was very slow. Several people agreed that snow was uncommonly difficult to manage. The town is training new drivers in the absence of the supervisor, Ron Holladay, who is on medical leave. The council agreed that going forward, Steve Hahn would help the current drivers understand more about what is required of the plow drivers, establish backup plans and identify the routes that have critical needs. Consideration for an ordinance is continued to the next meeting.

Fire Territory – The attorney views the topic as a policy discussion, that should be held in a public meeting. Bill Jones spoke on behalf of Tippecanoe Township regarding the plan to establish a new Fire Territory. The council may decide to join the new territory or bear the cost of fire protection from the General Fund. The topic is tabled until February 15.

## Butler Fairman Seufert

1. CCMG – Dave Buck and Greg Jones completed the list of crack sealing locations and processed an application for the 2021-1 INDOT grant. The state will likely make a decision by early April. The total estimate is \$54,000 and town match would be \$13,500.
2. P3 – The Hawks Nest project RFPQ advertising has a February 15 deadline. A special meeting of the town council will be held that night to discuss next steps. One applicant requested an interview. Ron Holladay will not be able to participate on the scoring committee, and Greg Jones volunteered.
3. Rate Ordinance, Rate Study and Consultants – A fee ordinance is needed to finalize the Development Manual. Interest in the commercial lots is becoming more specific and the fees should be updated as soon as possible. ORD 2021-591 is tabled until the February 15 meeting. The capital projects plan is integral to this discussion. A draft of the plan was distributed for council to review. Mary Jo Totten, Greg Jones and Georgia Jones comprise an ad hoc committee. Four companies provided a letter of interest for the rate study contract.
4. Main Street Storm Water – Segments of Main Street storm water removal could be improved at minimum cost in 2021 by working concurrently with a Conservancy water main replacement project.

**Motion** by Mary Jo Totten to approve up to \$65,000 for the project scope identified by Butler, Fairman and Seufert. If the project exceeds this amount the council may reconsider. Second of Steve Hahn. Motion carried with 4 Aye votes. Matt Coppock abstained. His company has already provided a bid to the Conservancy.

The council desires to create a Memorandum of Understanding specific to the Main Street 2021 project, to clarify responsibility and division of expense. Patrick Jones will provide the document.

Patrick Jones left the meeting at 7:40 p.m.

## Minutes

**Motion** by Mary Jo Totten to approve the minutes of the January 11 meeting and January 16 work session. Second of Greg Jones, motion carried with unanimous vote.

## Clerk-Treasurer

A fund report for December 31, 2020 was provided for review.

**Motion** by Mary Jo Totten to approve the Register of Claims January 9 to February 8. Second of Steve Hahn, motion carried with unanimous vote.

An old Konica copier has been used by the police department for many years but in 2018 the office supply company would not repair the unit and recommended replacement.

**Motion** by Mary Jo Totten to declare the Konica worthless and be scrapped. Second of Greg Jones, motion carried with unanimous vote.

The town received a Conflict of Interest Disclosure from Matt Coppock, in case his company would be involved with any projects bid by the town. He also has a disclosure for the Conservancy District.

**Motion** by Mary Jo Totten to receive and approve the conflict of interest document for all activity in the year 2021. Second of Steve Hahn, motion carried with 4 Aye votes. Matt Coppock abstained.

## **Police**

Doors were tagged to clear sidewalks a day after the recent snow event. In one case, a deputy assisted the homeowner. A comment on social media said the town was ticketing but that is not correct.

Mike Owens will be responsible for clearing the rail crossing sidewalks.

A property owner on Munsee asked the town to repair damage in their concrete drive thought to be caused by a snow plow. The town's plows have rubber on the blades to help prevent this type of damage. Steve Hahn and Jerry Burk will research the claim and what can be done.

**Utilities and Street Department** - Tabled

**Redevelopment Commission** - Tabled

**Area Plan** - Tabled

**Committees** -Tabled

**Old Business** – Tabled

## **New Business**

The request to remove trees leaning over a shed on a property adjacent the sewage plant is tabled to February 15. Steve Hahn visited the property and has photos of the work requested.

**Guest Comment** - none

**Motion** to adjourn 8:01 p.m. by Steve Hahn, with second of James Miller.

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Georgia Jones, Clerk Treasurer

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James Miller, Council President